

# STUDENT REPRESENTATIVE INFORMATION FORM



## SECTION 1: COMPANY DETAILS

Company Legal Name		Trading Name	
Australian Business Number (ABN) ( if applicable )		Australian Company Number (ACN) ( if applicable )	
Address	Suburb	State	Post Code
Phone	Mobile	Fax	
E-mail		Website	

## SECTION 2: COMPANY STATUS & BACKGROUND

Are you an authorized agent or member of an agent's association? Yes No Australian Migration Agency Number

How long has your business been operating?

How do you promote international education and how will you promote our college? Onshore Offshore

List institutions you are currently representing in Australia:

1

2

3

The countries/regions covered by your company

What is the projected number of students you plan to send in the next six months?

Please list the most popular courses you promote now:

What are your Fees and Charges?

## SECTION 3: KEY PERSONNEL

Please provide an overview of the key personnel within your company: (Attach additional pages as required)

Name	Position:
Name	Position:

## SECTION 4: REFEREES

### Referee -1

Name	Suburb	State	Post Code
Address	E-mail		
Phone			

### Referee -2

Name	Suburb	State	Post Code
Address	E-mail		
Phone			



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## PRIVACY NOTICE:

International Institute of Education is required to collect education agents' personal information. This may be shared with the Australian Government as required for the purposes of:

- Promoting compliance with the ESOS Act and the National Code;
- Assisting with the regulation of Agents;
- Promoting compliance with the conditions of a particular student visa or visas, or of student visas generally; or
- Facilitating the monitoring and control of immigration.

Information about education agents can also be accessed by all registered providers through PRISMS and includes:

- The outcome of the enrolments
- The percentage of completed CoEs by the education agent
- The number of CoEs created with the education agent's involvement against the total number of CoEs created for the provider.

## Education Agent Declaration

I declare that the information provided is true and correct.

I agree to the collection, use and disclosure of my personal information as per the Privacy Notice.

I understand my responsibilities as an education agent under the National Code 2018 Standard 4 and have a good understanding of the international education system in Australia, including the International Education and Training Code of Ethics.

Name of education agent  
representative

Signature

Date

## Authorisation Staff Only

### Authorization for Processing

Action to be taken:

Date Effective

### Document Required

Company Registration

Business Profile

Education Ministry or Relevant Regulator Registration Document

All of the agent application of IIE are processed after the reference check process, so please ensure that the provided reference details are accurate, if the details are not accurate there might be some delay on your application processing.

Print Name

Position

Signed

Date Processed

